

Proficiency Testing Expert Committee

Meeting Summary December 3, 2021

The Committee met via teleconference on Friday December 3, 2021, at 11:00 AM ET. Chair Kirstin Daigle led the meeting. The call was being recorded for the sole purpose of preparation of meeting minutes. The recording will be deleted immediately upon creation of said minutes.

Roll Call

Thekkekalathil Chandrasekhar (Chandra), FLDEP (Laboratory)	Present
Patrick Garrity, KYDOW (AB)	Present
Craig Huff, ERA (Vice-Chair; PT Provider)	Present
Susan Jackson, SC DHEC (Laboratory)	Present
Tim Miller, Phenova (PT Provider)	Present
Reggie Morgan, Hampton Roads San. Distr. (Laboratory)	Present
Rachel Brewster, Advanced Analytical Solutions (PT Provider)	Present
Amy Pollard, Occidental Chemical (Laboratory)	Present
Kirstin Daigle, Pace Analytical (Chair; Laboratory)	Present
Sennett Kim, A2LA (AB)	Present
Ryan Pangelinan, State of Oregon (AB)	Absent
Rachel Ellis, NJ DEP (AB)	Present
Amy DeMarco, NYSDOH (PT Provider)	Present
Jim Todaro, Alpha Analytical (Lab)	Present
Marie Wu, Los Angeles County Sanitation District (Lab)	Present
Robert Wyeth, Program Administrator	Present

With a quorum present the meeting proceeded.

Associate Committee Members: Audrey Cornell, Shawn Kassner, Nicole Cairns and Danielle Pearman were also present.

The agenda is presented in Attachment 1. After the addition of Membership, Committee approved the agenda.

Review and Approve November 2021 Minutes

The November 5, 2021, minutes were reviewed. After a few minor editorial corrections, a motion to accept the minutes was made by Craig and seconded by Tim. The motion was unanimously approved, and the minutes are presented below. The minutes will be forwarded to William for posting on the TNI website.

TNI Committee Training

Training is now available for all committee chairs and committee members through access using the following link:

<https://vimeo.com/594937775/6178b42864>

All committee members are required to complete the training and associate's participation in the training is recommended. Upon completion of the training please advise Kirstin via email of said completion and copy Bob.

Kirstin thanked those members who have taken the training and encouraged those who have yet to complete said training to do so as soon as possible. Members completed the training should advise Kirstin and Bob when training has been completed.

NOI Review and Approval

Kirstin reviewed the previously distributed NOIs for V1M1, V2M2, V3 and V4. After minor modifications suggested by the Committee, Craig moved to approve the NOIs, and Reggie seconded the motion. The 4 NOIs were unanimously approved. The approved NOIs are presented below.



Notice of Intent to
Establish or Modify EI



Notice of Intent to
Establish or Modify EI



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Establish or Modify EI

The approved NOI's will be forwarded to the CSDEC for their approval followed by public and TNI internal notifications as per SOP 2-100.

WETT Committee PT Activity Update

Kirstin noted that the recent TNI Newsletter contained WETT Committee activity suggesting that changes were anticipated to V1M1. These changes were interpreted to be different from those that the PTEC anticipated from previous conversations. A follow up conference call was held where a WETT FoPT subcommittee was decided to be formed and that needed changes to PTEC V1M1 would be primarily a consequence of the work of this subcommittee. Craig Huff who has worked on occasion with the WETT Committee volunteered to work with the WETT Committee to resolve the current issues. Tim Miller also volunteered to assist in this regard.

Further discussions are likely to occur at the TNI Winter Meeting in San Antonio.

Winter Meeting Planning, San Antonio, January 17-21

Kirstin advised Committee members that registration for the San Antonio TNI Winter Meeting was now open and that program information was available on the website. Two

items of particular note were mentioned; the first was a session on Tuesday 1/18/2021 on Proficiency Testing for Radiochemistry and a second being the PTEC Committee meeting on Thursday afternoon (1/20/2021) followed immediately by the meeting of the PTPEC.

Bob will poll Committee members regarding attendance and will inquire as to the availability of a conference phone for the PTEC meeting.

New/Old Business

As the end of the year approaches, the Committee will need to address the composition of the Committee and ensure balance for 2022. While a number of members will or could be rotating off the committee, opportunities for second terms, and expressions of interest already received from current associate members suggest that the Committee assignments, ensuring balance, can be accomplished during the January meeting.

No other new or old business was presented to the committee for consideration.

Having completed all agenda items, the PTEC meeting adjourned at 12:05 PM ET. The next meeting is scheduled for January 7, 2021, at 11:00 AM ET.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda- Revised **12/03/21**

11:00 AM – 12:30 PM EST

Dial-in using your phone:

United States: **+1 712-832-8330**

Access code: **822 174**

1. Roll Call
2. Review and approve minutes from previous meetings:
 - TNI_PTEC_11.5.21_draft
3. TNI Committee Training Reminder
4. NOI Review and Approval
 - Notice of Intent...Modify EL-V1-M1_PTEC_draft2_12.1.2021
 - Notice of Intent...Modify EL-V2-M2_PTEC_draft2_12.1.2021
 - Notice of Intent...Modify EL-V3_PTEC_draft2_12.1.2021
 - Notice of Intent...Modify EL-V4_PTEC_draft2_12.1.2021

5. WETT Committee PT Activity Update
6. Winter Meeting Planning, San Antonio, January 17-21
7. Membership

New Business